

MINUTES

CITY COUNCIL MEETING
FEBRUARY 23, 1987

WEST HOLLYWOOD PARK
647 N. SAN VICENTE BOULEVARD
7:00 P.M.

CALL TO ORDER: Mayor Schulte called the meeting to order at 7:13 P.M.

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was led by David Solvern.

ROLL CALL: PRESENT: Albert, Heilman, Land, Mayor Pro-tempore Viterbi.

ABSENT: Mayor Schulte

ALSO PRESENT: City Manager Brotzman

POSTING OF AGENDA - REPORT BY CITY CLERK: The City Clerk reported that the agenda was posted on February 20, 1987, at City Hall, Plummer Park, San Vicente Library and the Sheriff's Station in advance of the 72 hour requirement.

APPROVAL OF AGENDA: Two items were added to the agenda; 1) Letter to the RTD and 2) Local Agency Investment Fund. **ACTION:** That the need for the RTD letter arose after the agenda was posted. Motion Land second Heilman.

AYES: Albert, Heilman, Land, Mayor Pro-tempore Viterbi

NOES: None

ABSENT: Mayor Schulte

FURTHER ACTION: That the need to take action on the Local Agency Investment Fund arose after the agenda was posted. Motion Viterbi second Albert.

AYES: Albert, Heilman, Land, Mayor Pro-tempore Viterbi

NOES: None

ABSENT: Mayor Schulte

REPORT TO COUNCIL - SALES TAX ANALYSIS: ACTION:

- 1) That the City Council authorize the implementation of a sales tax audit.
- 2) That the City Council authorize the use of a temporary employee for a period of two to three months to develop a list of businesses within the city.
- 3) That Robert Hinderliter & Associates be selected to conduct the analysis and onsite audits.
- 4) That the Council appropriate an additional \$8,000 for temporary salaries (2300-400-502) and \$300 printing costs (2300-425-572) and reduce the General Fund appropriated reserve balance by \$8,300.

Motion Albert second Viterbi.

AYES: Albert, Land, Viterbi

NOES: Heilman

ABSENT: Mayor Schulte

Motion carried.

LOCAL AGENCY INVESTMENT FUND - RESOLUTION NO. 293:

ACTION: To adopt Resolution No. 293, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST HOLLYWOOD AUTHORIZING INVESTMENT IN LOCAL AGENCY INVESTMENT FUND", due to the fact that the City Treasurer has just been notified that their South Africa Investment policy has been changed. Motion Heilman second Land. Hearing no objection and noting the absence of Mayor Schulte it was so ordered.

LETTER TO THE RTD: Councilmember Land reported that the Council needed to voice their preference for the current metro rail alignments and this needed to be communicated to RTD by Friday.
ACTION: To send a letter to Mr. John Dyer, General Manager of RTD, selecting alignment number 1, the Vermont/Hollywood/Wilshire subway as the best and most beneficial at-large, and outlining the reasons. Motion Land second Albert. Hearing no objection and noting the absence of Mayor Schulte it was so ordered.

ADJOURN TO STUDY SESSION:

1. FINAL REPORT OF THE INTERDEPARTMENTAL TASK FORCE ON HOMELESSNESS: ACTION: That the City Council approve the following policy statements on homelessness:

1) While the legal responsibility rests with Los Angeles County and other agencies, the City of West Hollywood has a moral responsibility to address the needs of the unsheltered community in the City to the extent that the City's resources will allow.

2) Resources, both public and private, should be expanded to meet the needs of the unsheltered community and the City of West Hollywood has a responsibility to advocate for this position.

3) The City of West Hollywood should take a leadership role in providing legislative advocacy for the homeless and should actively encourage regional coordination of services to the homeless.

4) The City of West Hollywood has a responsibility to provide community education on homelessness and to encourage community involvement in programs for the homeless.

5) There exist segments of the homeless community that the City of West Hollywood will be unable to serve, but the City has a moral obligation to advocate on behalf of all segments of the homeless community.

6) The issue of homelessness in West Hollywood will continue to provoke controversy and conflict inside the city government and in the community, but the city can take steps to minimize it.

7) The City of West Hollywood has a strong commitment to meeting the recreation and leisure needs of the entire community.

8) The City of West Hollywood will attempt to prevent homelessness where possible.

9) The City Council maintains that homeless people have the same rights as sheltered people while acknowledging that homelessness creates problems that are unique to that population.

It is further moved that the City Council approve the following implementation plan for these policy statements:

1) That an interdepartmental committee be convened to meet regularly to establish on-going communication regarding issues relating to working with the homeless population.

2) That the City direct its legislative advocates to represent the City's positions on homelessness to the State Legislature in Sacramento.

3) That the City's current program continue at its current level until a new program is adopted by the City Council.

4) That the City's Homeless Program office be moved from West Hollywood Park as soon as a new location can be found and a new program implemented.

5) That the hours that the City's parks are closed be expanded as soon as an alternative arrangement has been made to house the homeless.

6) That staff be directed to prepare a report regarding the following additional components to the City's current Homeless Program:

a) shelter (alternative arrangements to sleeping in the park),

b) programs to prevent homelessness, and

c) community education/involvement.

7) That the Sheriff's Department be directed, in conjunction with the interdepartmental committee, to establish an enforcement policy as it applies to the homeless and report back to City Council.

The time line be established that these reports shall be before the Council in April.

Motion Land second Albert.

Councilmember Heilman moved to amend the motion to include a time line that by the beginning of the fiscal year (target date) staff will move the office location from the park and at that time the hours that the Parks are closed are to be expanded.

Accepted by maker of the motion and second. The following is the vote on the amendment.

AYES: Albert, Heilman, Land, Viterbi

NOES: None

ABSENT: Mayor Schulte

Motion carried.

The vote on the original motion as amended is as follows:

AYES: Albert, Heilman, Land, Viterbi

NOES: None

ABSENT: Mayor Schulte

Motion carried.

2. PUBLIC NOTICE OF PLANNING COMMISSION CASES: Mark Winogrand, Director of Community Development and Howard Zelefsky, Planning Manager gave the staff report and made the following recommendations:

1) That the City Council instruct staff to review the fee schedule and bring back recommendations increasing the fees of major permits requiring public hearings.

2) That the Council direct staff to further investigate the possibility of printing public notices on 4" x 6" cards and bring back recommendations.

3) That the Council instruct the Planning Commission to hold hearings on a code amendment to require the posting of large public hearing signs.

4) That the Council instruct the Planning Commission to hold hearings on a code amendment to require neighborhood/developer meetings on all development permit cases at least 30 days before the first Planning Commission hearing.

5) That the Council instruct the Department of Community Development and Public Information Officer to design training sessions for neighborhood leaders on how to have a greater impact on the planning process.

The following people came forward to address the Council:

Ron Shipton, 8718 Rosewood; thought the citizens need to be involved and suggested a way to educate the public by using the cable channel with brief seminars etc.

Lester Hirsch, 1020 Hilldale Ave.; expressed his views on noticing.

Bruce Traub, 828 Huntley Dr.; said he would like to see things made clearer for applicants and neighborhood before being brought to the planning commission.

Joyce Hundal 9002 Rangely; thought the neighborhood should be notified regarding drilling, filming or when parking will be suspended etc.

Jeanne Dobrin, 9000 Cynthia ; commented on the changes in the city calendar and stated that city cable channel is often in error. She thought that code amendment should be enacted to notify applicant of appeal.

Ralph Feeley, 812 Westbourne Dr.; Feels the neighborhood should be able to get a continuance and that there should be artist's rendering on signs and also added that he receives approximately 3 notices to every meeting.

ACTION: To approve the recommended actions with the addition to #3 that the posted signs include a rendering or visual display, and the following added directions to staff:

- 1) Staff to return with recommendations on avoiding the problems of continuance,
- 2) Staff to return with recommendations on appeals and how people who testify get notice.
- 3) Staff to return with recommendations on setting up meetings between developers and neighbors.
- 4) Staff to return with a fee schedule (check with nearby cities).
- 5) Put a contact phone number on the post cards.
- 6) Write the notices in English.

Motion Heilman second Viterbi. Hearing no objection and noting the absence of Mayor Schulte it was so ordered

3. CITY MANAGEMENT AND ORGANIZATION - FINAL REPORT OF AD-HOC TASK FORCE: RECOMMENDED ACTION:

- 1) Hold discussion on those items of special significance to Council.
- 2) Give direction on specific items Council wishes to investigate further or implement.
- 3) Authorize the addition of an Assistant Finance Officer and an Account Clerk I to the authorized staffing of the Finance Division; and
- 4) Appropriate an additional \$20,000 from unobligated reserves to pay for those positions for the remainder of fiscal year 1986/87.

Paul Silvern, speaking for the Task Force, commended the City Manager on the outstanding job he has performed in the management structure. He then informed Council and staff of their observations and made a number of recommendations.

At this time the following people came forward to address the Council:

Bruce Traub, 828 Huntley Dr., proposed an independent semi-annual audit by an outside firm.

Joyce Hundal, 9002 Rangely, complimented the Task Force and City Manager and concurred with the recommendations of the Task Force.

Jonathan Ahearn, City Treasurer, addressed comments to the Finance portion of the report and spoke strongly on the coordination of the Finance Department for the city.

Jeanne Dobrin, 9000 Cynthia, thought the report was very comprehensive and added, in her opinion, the need for a City Controller and Finance Department.

Mayor Pro-tempore Viterbi directed staff prepare to discuss their sections of the report.

The City Manager began by thanking the volunteer Task Force for their excellent work and proceeded with his findings before addressing the recommendations. The City Manager reported that he preferred to have Finance remain as a Division, not be set up as a separate Department. He felt the problems could be solved with an increase in staff. He felt that the operating functions should be handled by each of the Department Directors.

He also asked the Council to consider the recommendations from the Arthur Young Task Management Study.

At this time the following Department Heads spoke briefly:

Jeri Chenelle, Assistant City Manager, Director of Administrative Services -

Richard D. Muller, Director of Rent Stabilization Department -

Lloyd Long, Director of Human Services Department -

Mark Winogron, Director of Community Development -

Council then gave direction and addressed questions to staff.

Mayor Pro-tempore Viterbi asked about the proximity between those departments that are out of house and some that are in house and wanted to know what some of the long-term plans were.

Mark Winogrand, Director of Community Development, spoke to the three described departments. They are: Building and Safety, (the possibility of contracting space near our present City Hall) Fire Department/Fire Prevention (goal is to consolidate Fire Department and City Hall functions in new civic center project - no present spaces available) and the Sheriff's Department - there have been no plans to change their present arrangement.

The Mayor Pro-tempore then asked if staff was conducting a Recreation Programming Needs Assessment. The Director of Human Services Department, Lloyd Long, explained the situation.

The question regarding staffing commission time and cost was addressed by Paul Brotzman, the City Manager. He suggested that each department supply the Council with a brief analysis of these costs and time required. The council requested that these reports be given to the Council in the next 60-90 days.

Councilmember Heilman then asked questions about the Incentive Award Programs. The City Manager explained the possibilities of this program and stated that they would be looking at what other cities do.

The City Manager was asked if there were any recommendations in this report that he did not concur with or would want to modify. He replied that they concurred with the general recommendations but there were some that would require some additional resources and maybe these could be discussed at budget time. Among those are the training recommendations - the City has gone out with Requests for Proposals to companies that specialize in training and staff will come back with recommendations.

Mayor Pro-tempore Viterbi requested that the Commissions prepare a 90 day work program with their goals outlined. The City Manager stated that they are looking at this and may come back with a little different approach.

The City Manager also reported that the request for a monthly newsletter would substantially increase the cost and need for staff, and felt it was not the best expenditure of resources at this time.

Helen Goss, the Public Information Officer, talked about the need for assistance in her department and the idea of hiring a public contact officer. She stated that she would come back to the Council with a report in 60 to 90 days.

The City Manager then addressed the recommendations on Finance and repeated his recommendation against creating an additional Department - he felt that the additional staff support of an Assistant Finance Officer and an Account Clerk I would solve the problems in the Finance Department. The Councilmembers stated that they agree that there is a problem in the finance department. Stated that they would go along with the City Manager recommendations with a review in 6 to 9 months and a separate discussion document on the Finance Division during budget hearings. Some of the members felt there should be a separate department and some felt it was better the way it presently is structured. The Council requested that staff come back at the next Council meeting with job descriptions and salary ranges for Account Clerk I and Assistant Finance Director.

This portion of the meeting was then concluded with a presentation of a plaque and Commendation to the Ad Hoc Task Force thanking them for their hard work and a job well done.

4. CLOSED SESSION: At 10:35 P.M the City Council adjourned to a closed session to discuss matters pertaining to litigation, potential litigation and/or personnel.

5. ADJOURNMENT: The meeting was reconvened and adourned by the Mayor Pro-tempore at 12:45 P.M. to a regular adjourned meeting for the purpose of a study session on Social Service Priorities, FY87-88, on March 9, 1987 at West Hollywood Park at 7:00 P.M.